App F IX-4

Previous References 193 (Mysore)

File No. 124-36

Serial Nos. 1 – 4

Letter References.

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 4.

Part B for January 1937

SUBJECT.

Supply of measurement Rs and other forms to Deputy Commissioners

To. The Hon'ble Chief Secretary to Govt Bangalore

Chief Secretary to Govt Revenue Secretariat

WD 0418—GPB—22,500—29-8-36

627/36-37
Encl One

7 - DE . 1936

OFFICE OF THE MUZRAI COMMISSIONER
IN MYSORE,

Bangalore, 2nd December .... 193 6.

Muzg 124-36-1

FROM

K. V. ANANTARAMAN, ESQ., B.A.,
Muzrai Commissioner in Mysore.

To

L. Venkatesa Iyengar, Esq., I.A.S.,
Secretary to the Government of His Highness
the Maharaja of Mysore,
..... General ..... *Department.*

GENERAL SECRETARY.
5 DEC. 1936

Supply of Measurement Books and other Forms to the Deputy Commissioners.

I have the honor to state that certain additional rules were framed in this office Circular No.R.Dis.99/35-36 dated 9/11th December 1935 in consultation with the Comptroller to Government for the guidance of Muzrai Officers re. the execution of Muzrai works entrusted to the Revenue Agency. In accordance with these rules, the marginally noted books and forms in use in the Public Works Department will be required for use by the Revenue Department.

1. Measurement Books.
2. Bill Forms--intermediate and final.
3. Completion Reports.

I request that sanction of Government may be obtained to authorise the Superintendent, Government Printing, to supply the Measurement Books and Forms to the Deputy Commissioners on annual indents made by them.

A copy of this office Circular is enclosed for reference.

GENERAL SECRETARY.
11 DEC. 1936

I have the honor to be,
Sir,
Your most obedient servant,

Muzrai Commissioner.

ill a draft G.O. [illegible]
approval or [illegible]
[2] 2
10/12/36
3)
Gen Secy/ what will the probable exp be? [illegible]
11/12

Serial No.

14) Submit with a draft to the M.c. calling for the information required above.

BJS 16.12.36

5 Encs.

– 14/14 –

DIRECTION 14 DEC 1936 GENL SECTT.

6 The M.c has stated that the supply of books and forms may be sanctioned in the first instance as per details furnished within the annual recurring supply being determined next year after gaining some experience.

7 Submit with reference to para 3 below

BJS 20/1/37.

8 I may be apprd.

for para commencement

Dy Secy WC.

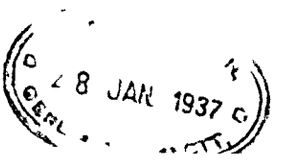
Gen. Secy Military

Chief Inspector

SECRETARY 21 JAN 1937 634

WD 0417—GPB—30,000—8 9 36

[illegible], as the approved draft does not contain the number of forms that may be required to start with.



Section [illegible] 3

File No. 124-36

Serial No. 2

Diary No. of letter replied to 551

No. 8221

To The M.e in the Sec

Sir,

With reference to your letter No 627/36-37 dated 5.12.1936 regarding supply of Measurement books and other things to the Depts on annual indents made by them I am directed to request you to be so good as to state what the probable requirements would be.

I have

General and Revenue Secretariat

193 .

Date of issue 13/12/36

Signed by [illegible]

List of enclosures .....

Copied by .....

Examined by .....

RETARIAT

OFFICE OF ~~ZRAI COMMIS~~ NER

IN

Bangalore, 13th January ....193 7.

Muzg 124 -36- 7

K. V. ANANTARAMAN, ESQ., B.A.,
Muzrai Commissioner in Mysore

To

P'L SECRETARY.
19 JAN. 1937

.....enkatesa Iyengar, Esq., ...,
Secretary to the Government of His Highness
the Maharaja of Mysore,
..... General ..... *Department.*

SIR, 9/19117

Sub: [illegible] books [illegible]
[illegible] Boards.

In reply to your letter [illegible] I have the honour to submit my list of books [illegible] sanction during the [illegible] the school in the region, [illegible] recurring subscriptions [illegible] year after gaining some experience.

I have the honour to be,

Sir,

Your most obedient servant,

K V Anantharaman

Muzrai Commissioner.

Districts.	Pages.	Short-hand Books	Text Books.	Translations.	Total.
1. Kolar	12 to 50	1	100 to 5	5 to 10	1
2. Bangalore	10 "	50 "	120 "	2 "	122
3. Tumkur	11 "	20 "	1 3 "	75 "	12
4. Mysore	10 "	20	12 "	250	122
5. Hassan	3	10 "	4 "	2 "	2
6. Mandya	5 "	10	103 "	35 "	122
7. Kadur	7 "	14 "	34	155 "	2
8. Chikmagalur	5 "	13 "	103 "	4	122
Total		103	13	1 75	
Or in round figures		100	1	1	1

OFFICE OF THE MUZRAI COMMISSIONER IN MYSORE,

Bangalore, dated 9—11th December 1935.

CIRCULAR.

The following additional Rules are framed for the guidance of Muzrai Officers *re*: the execution of Muzrai works entrusted to Revenue Agency:—

I. Custody and Maintenance of Measurement Books.

1. As a rule, there should be one Measurement Book for each work, blank pages, if any, left after the completion of that work being utilised for record of measurements pertaining to other works, one at a time.

2. The Measurement Books in the form in use in the Public Works Department shall be used and Deputy Commissioners will obtain the required number of books from the Press on annual indents All the books in the District should be serially numbered on receipt from the Press and entered in a Register of Measurement Books, showing the Serial No. of each book, the name of the taluk to which issued, the date of issue and the date of return for final record. The eventual return of all used up Measurement Books to the District Office should be insisted upon. They must be carefully preserved for 15 years after the close of each book and thereafter destroyed, obtaining the Muzrai Commissioner's approval thereto.

II. Check-measurements.

1. Measurements for all works should, in the first instance, be taken by subordinates in charge and checked by Amildars and Sub-Division Officers.

2. Final measurements of works, estimated to cost more than Rs. 500 should be taken and recorded by Amildars themselves and checked by Sub-Division Officers. It is not necessary for Sub-Division Officers to remeasure every item of work in detail but it would be sufficient if at least 25 per cent of the items are checked in order to test the accuracy or reliability of the measurements recorded. The items of measurements so test-checked should be ticked off and attested to in the Measurement Books.

3. Whenever a Sub-Division Officer inspects a work (irrespective of cost) he must avail of the opportunity to verify the accuracy of measurements recorded till then and the fact of having so checked should be recorded by him in the Measurement Book under his dated initials.

4. The fact of having check-measured works should invariably be recorded on bills by Amildars and Sub-Division Officers. The date of check-measurement and the result of check-measurement should also be noted.

III. Passing Bills for Payment.

1. The bill forms in use in the Public Works Department should, as a rule, be used.

2. The subordinate-in-charge of the work should prepare all bills whether the measurements were taken by him or by his superior and the bills as prepared by him should be completely checked in the Taluk Office with reference to quantities entered in the Measurement Book, estimates, contract agreements and rates. The fact of having so checked should be recorded on the bills, before they are submitted to the Sub-Division Officers.

3. A similar scrutiny should be exercised in the Sub-Division Office. Bills or works estimated to cost not more than Rs 100 will be passed for payment by Sub-Division Officers, who will return them to the Amildar with the paymnet order recorded thereon in favour of the contractors for encashment at the treasury. Bills for other works will be submitted to the Deputy Commissioners for authorising payment.

IV. Lists of Sanctions.

1. The Deputy Commissioners of Districts will forward to the Comptroller, not later than the 10th of each month, a list of all Muzrai works sanctioned in the previous month, in the undermentioned form, a copy thereof being simultaneously sent to the Muzrai Commissioner.

FORM OF LIST OF SANCTIONS

Name of Institution	Nature of work	Date of sanction	Authority	Amount of estimate	Amount of advance to contractors for works sanctioned, if any	Remarks
1	2	3	4	5	6	7

2 The list should include works sanctioned not only by them but also by the Muzrai Commissioner and the Sub-Division Officers For this purpose, similar lists should be obtained from the Sub-Division Officers.

V. Completion Reports

Immediately on completion of a work and after payment of the final bill, a completion report (in the form in use in the Public Works Department) should be forwarded to the Comptroller through the Deputy Commissioner for note and transmission to the Muzrai Commissioner, for final record.

K V ANANTARAMAN,
Muzrai Commissioner.

WD 1097—GPB—200—13 1 46

SUBJECT .....

.....

.....

Diary No. of letter replied to .....

Section Mes

File No. 124-36

Serial No. 4

General and Revenue Secretariat

( )

the *193* .

Proceedings of the Government of His Highness the Maharaja of Mysore.

Date of issue 22-1-1937.

Signed by Mir Safdar Hussain

Read— Correspondence ending with letter No C627/36-37 dated 18.1.1937 from the M.C in requesting sanction to authorise the Superintendent Printing to supply to the Deputy Commissioners & Asstts in ~~Order thereon.— No.~~ annual indents the books and forms as per details noted in the margin, which is in use in the Public Work Dept and which are required by Revenue Officers in connection

May this be—

(i) printed ?

(ii) treated as a standing order ?

(iii) published in the Gazette, English Part ?

(iv) translated ?

(v) placed at the disposal of the press ?

(vi) published in the Gazette Kannada Part ?

are enter details as mentioned in the bottom of M.C's letter dated 18.1.37

the execution of Hungria
entrusted to the Revenue
the annual Order according
supply being determined next
year after gaining some experience

Order 1048-60. Ln 14 M.C

Sanctioned

2/27/11

Secretary
26/1

The M.C
.. Comptroller
.. Supdt Engineering
.. Chief Engineer
.. Deputy Comptroller

List of Enclosure

Copied by 28/1-37

Examined by